

DRN: FMS-PeBj - A Central - 20-01-001

MEMORANDUM

FOR : ALL OFFICES, BUREAUS, SERVICES AND UNITS
DSWD Central Office and Field Offices

FROM : THE UNDERSECRETARY
General Administration and Support Services Group (GASSG)

SUBJECT : FINANCIAL MANAGEMENT ADVISORY NO. 01 SERIES OF
2020: SUBMISSION OF ANNUAL WORK AND FINANCIAL
PLAN AND MONTHLY DISBURSEMENT PROGRAM FOR
CONTINUING APPROPRIATIONS PURSUANT TO REPUBLIC
ACT NO. 11464

DATE : 02 JANUARY 2020

Relative to the recently enacted Republic Act (R.A) No. 11464, An Act Extending the Availability of the 2019 Appropriations to December 31, 2020, Amending for the purpose Section 65 of the General Provisions of R.A No. 11260, the General Appropriations Act of Fiscal Year 2019, please be guided on the following:


1. The use of all FY 2019 Appropriations under Maintenance and Other Operating Expenses and Capital Outlay at the Central Office, including centrally managed funds (CMFs) treated as Continuing Appropriations in FY 2020 are subject for approval of the Secretary. Hence, all Offices, Bureaus, Services and Units (OBSUs) in Central Office (CO) and Field Offices (FOs) are directed to closely coordinate with Finance and Management Service (FMS) on its available balances as of December 31, 2019; the appropriate FMS Budget Division are consequently directed to provide the concerned offices the appropriate peso balances under its management. Said available balances will be the bases in the preparation of the Annual Work and Financial Plans (AWFPs) and its corresponding Monthly Disbursement Programs (MDPs) for the 2019 Continuing Appropriations using the prescribed HPMS form;
2. The AWFP and MDP for continuing appropriations must be reviewed by Policy Development and Planning Bureau in as far as physical targets are concerned and recommended by the Cluster Head prior to submission to the FMS and the Office of the Undersecretary for GASSG and, ultimately, for onward submission and approval of the Secretary; the approved AWFP and MDP for the FY 2020, based on NEP, must be attached hereof for reference purposes;
3. Relatedly, all unobligated balances of issued Sub-Allotment Release Order (Sub-ARO) to the FOs as of December 31, 2019 will be on hold status and,

such amounts, will form part of the AWFP and MDP for Continuing Appropriations, which is hereby being required for approval. For this purpose, it is reiterated that the FOs strictly follow the timelines in the submission of financial accountability reports (FARs) as set by the FMS;

4. Only AWFP and MDPs for continuing appropriations duly approved by the Secretary can be authorized for use and/or release to the concerned OBSUs; and
5. The deadline of submission to FMS of Cluster Head-recommended AWFP and MDP for the continuing appropriations is on January 15, 2020.

For your guidance and strict compliance, please.

Thank you.


JOSE ERNESTO B. GAVIOLA
